

PERMIT APPLICATION

CITY OF CARLSBAD BUILDING DEPARTMENT
1635 Faraday Ave., Carlsbad CA 92008



FOR OFFICE USE ONLY

PLAN CHECK NO. _____
EST. VAL. _____
Plan Ck. Deposit _____
Validated By _____
Date _____

1. PROJECT INFORMATION

Address (include Bldg/Suite #)		Business Name (at this address)			
Legal Description	Lot No.	Subdivision Name/Number	Unit No.	Phase No.	Total # of units
Assessor's Parcel #	Existing Use		Proposed Use		
Description of Work	SQ. FT.	# of Stories	# of Bedrooms	# of Bathrooms	

2. CONTACT PERSON (if different from applicant)

Name	Address	City	State/Zip	Telephone #	Fax #
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3. **APPLICANT** ☐ Contractor ☐ Agent for Contractor ☐ Owner ☐ Agent for Owner

Name	Address	City	State/Zip	Telephone #
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4. PROPERTY OWNER

Name	Address	City	State/Zip	Telephone #
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5. CONTRACTOR - COMPANY NAME

(Sec. 7031.5 Business and Professions Code: Any City or County which requires a permit to construct, alter, improve, demolish or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that he is licensed pursuant to the provisions of the Contractor's License Law [Chapter 9, commencing with Section 7000 of Division 3 of the Business and Professions Code] or that he is exempt therefrom, and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars [\$500]).

Name	Address	City	State/Zip	Telephone #
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State License #	License Class	City Business License #
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Designer Name	Address	City	State/Zip	Telephone #
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State License #

6. WORKER'S COMPENSATION

Workers' Compensation Declaration: I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation as provided by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain worker's compensation, as required by Section 3700 of the labor Code, for the performance of the work for which this permit is issued. My worker's compensation insurance carrier and policy number are:

Insurance Company _____ Policy No. _____ Expiration Date _____

(THIS SECTION NEED NOT BE COMPLETED IF THE PERMIT IS FOR ONE HUNDRED DOLLARS [\$100] OR LESS)

☐ **CERTIFICATE OF EXEMPTION:** I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the Workers' Compensation Laws of California.

WARNING: Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to one hundred thousand dollars (\$100,000), in addition to the cost of compensation, damages are provided for in Section 3706 of the Labor Code, interest and attorney's fees.

SIGNATURE _____ DATE _____

7. OWNER-BUILDER DECLARATION

I hereby affirm that I am exempt from the Contractor's License Law for the following reason:

☐ I, as owner of the property or my employees with wages as their sole compensation, will do the work and the structure is not intended or offered for sale (Sec. 7044, Business and Professions Code: The Contractor's License Law does not apply to an owner of property who builds or improves thereon, and who does such work himself or through his own employees, provided that such improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the owner-builder will have the burden of proving that he did not build or improve for the purpose of sale).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professions Code: The Contractor's License Law does not apply to an owner of property who builds or improves thereon, and contracts for such projects with contractor(s) licensed pursuant to the Contractor's License Law).

☐ I am exempt under Section _____ Business and Professions Code for this reason:

1. I personally plan to provide the major labor and materials for construction of the proposed property improvement. ☐ YES ☐ NO

2. I (have/have not) signed an application for a building permit for the proposed work.

3. I have contracted with the following person (firm) to provide the proposed construction (include name / address / phone number / contractors license number):

4. I plan to provide portions of the work, but I have hired the following person to coordinate, supervise and provide the major work (include name / address / phone number / contractors license number):

5. I will provide some of the work, but I have contracted (hired) the following persons to provide the work indicated (include name / address / phone number / type of work):

PROPERTY OWNER SIGNATURE _____ DATE _____

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COMPLETE THIS SECTION FOR *NON-RESIDENTIAL* BUILDING PERMITS ONLY

Is the applicant or future building occupant required to submit a business plan, acutely hazardous materials registration for or risk management and prevention program under Sections 25505, 25533 or 25534 of the Presley-Tanner Hazardous Substance Account Act? ☐ YES ☐ NO

Is the applicant or future building occupant required to obtain a permit from the air pollution control district or air quality management district? ☐ YES ☐ NO

Is the facility to be constructed within 1,000 feet of the outer boundary of a school site? ☐ YES ☐ NO

IF ANY OF THE ANSWERS ARE YES, A FINAL CERTIFICATE OF OCCUPANCY MAY NOT BE ISSUED UNLESS THE APPLICANT HAS MET OR IS MEETING THE REQUIREMENTS OF THE OFFICE OF EMERGENCY SERVICES AND THE AIR POLLUTION CONTROL DISTRICT.

8. CONSTRUCTION LENDING AGENCY

I hereby affirm that there is a construction lending agency for the performance of the work for which this permit is issued (Sec. 3097(l) Civil Code).

LENDER'S NAME _____ LENDER'S ADDRESS _____

9. APPLICANT CERTIFICATION

I certify that I have read the application and state that the above information is correct and that the information on the plans is accurate. I agree to comply with all City ordinances and State laws relating to building construction. I hereby authorize representatives of the City of Carlsbad to enter upon the above mentioned property for inspection purposes. **I ALSO AGREE TO SAVE, INDEMNIFY AND KEEP HARMLESS THE CITY OF CARLSBAD AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY IN ANY WAY ACCRUE AGAINST SAID CITY IN CONSEQUENCE OF THE GRANTING OF THIS PERMIT.**

OSHA: An OSHA permit is required for excavations of 5'0" deep and demolition or construction of structures over 3 stories in height.

EXPIRATION: Every permit issued by the building Official under the provisions of this Code shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days (Section 106.4.4 Uniform Building Code).

APPLICANT'S SIGNATURE _____ DATE _____

List 1 - Permit Type

From the following list, determine the permit-type that best describes the work you propose to do. Please put the code of that permit-type in the blank at the top of the page on the front of this application. Residential permits (only) also require the identification of the structure-type to be associated with the permit. Choose a structure-type from "List 2 - Structure-Types" and put its code in the appropriate blank on the front of this application.

Residential Permits	
Code	Description
APT	Apartments - new construction.
CONDO	Condominiums - new construction
CVNNR	Conversion. Convert all or a portion of a non-residential building to residential use, creating one or more new residential units.
CVNRN	Conversion. Convert one or more residences in a building to non-residential usage.
CVNRR	Conversion. Increase or reduce the number of dwelling units in a residential structure through interior modifications (i.e.: a four bedroom house converted to duplex, with 2 bedrooms each).
DEMO	Demolition permit. (Also specify type of structure from List 2).
DUP	Duplex - new construction.
MOHO	Mobile home, renovation, repair, or addition of accessory structure no yielding a new living unit.
MOHON	Mobile home, pre-fabricated house, or trailer installed (plumbed, wired) in a mobile home park (see distinction from single-family residence, below).
RAD	Residential addition/alteration, creating no new dwelling unit(s).
RREISSUE	Residential permit re-issue.
RREPAIR	Residential building repair. Damage, fire, etc.
RREPLACE	Residential building replacement (no additional units).
SFA	Single-family, attached - new construction. A one-family house with open area on all four sides. May have an attached or detached garage, or a business. May be a detached "granny flat". May be a mobile home or trailer on an individual lot, but not in a mobile home park.
Non-Residential/Accessory Permits	
Code	Description
COM	Commercial structure, new construction
CREISSUE	Commercial permit re-issue.
CREPAIR	Commercial building - repair. Damage, fire, etc.
CREPLACE	Commercial building - replacement.
CTI	Commercial tenant improvement.
DEMO	Demolition permit.
ELEC	Electrical permit, for electrical work only.
HOTEL	Hotel or motel (including Managed Livign Unit hotel) - new construction.
HOTELR	Hotel renovation.
INDUST	Industrial structure, new construction.
ITI	Industrial tenant improvement.
MECH	Mechanical permit, for mechanical work only.
MISC	Miscellaneous. Use only if proposed work doesn't fit another activity type.
PATIO	Patio and/or deck.
PLUM	Plumbing permit, for plumbing work only.
POOL	Gunite pools and spas.
RETAIN	Retaining wall permit.
SIGN	Sign construction/installation permit.
SOLAR	Solar energy system installation permit (specify structure type to be served).
SPA	Factory-made or Gunite.

List 2 - Structure-Type (Use with Residential Permit Only)

From the following list, determine the type of residential structure that best describes the structure on which you will be working. Please put the code of that structure-type in the appropriate blank at the top of the page on the front of this application.

Code	Description
SFA	Single-family, attached. A one-family house attached to one or more other houses, with one or more common walls extending from foundation to roof at, or forming, a lot line. Has own plumbing and heating system (e.g.: townhouse, row house, half-plex).
SFD	Single-family detached. A one-family house with open area on all four sides. May have an attached or detached garage, or a business. May be a detached "granny flat". May be a mobile home or trailer on an individual lot, but not in a mobile home park.
MF2-4	Multi-family, 2 to 4 units. A residential structure on a single lot, containing two, three, or four dwelling units. Units may share master heating, plumbing, or electrical service (e.g.: duplex, triplex, quad-plex).
MF5+	Multi-family, 5 or more units. Same as MF2-4, except the building has at least five attached units on the same lot.
MOHO	Mobile home, pre-fabricated house, or trailer installed (plumbed, wired) in a mobile home park (see distinction from single-family residence, above).